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ECONOMIC INTELLIGENCE COMMITTEE

Control No. 6875

EIC-D-750

14 February 1972

MEMORANDUM FOR : Members and Associate Members  
of the EIC

SUBJECT : Proposed Work Program for the EIC  
Requirements Working Group

1. At the 9 February 1972 meeting of the EIC, a Requirements Working Group was established to conduct a review of economic intelligence requirements. EIC members from the Departments of State, Treasury and Commerce, and the representative from the Council on International Economic Policy expressed an interest in participating on this Working Group. Other EIC members and associate members may participate if they so choose.

2. It is proposed that the members of the Working Group prepare a detailed report for the EIC on the existing requirements system. A tentative outline for this report is attached (Attachment A) as is a proposed work schedule (Attachment B).

3. To facilitate the preparation of this report it is requested that EIC members respond, as indicated, to the questions in Attachment C. All members are, of course, encouraged to respond to any of the questions in which they have an interest. Based on these responses the Chairman of the Working Group will prepare a draft report which will then be circulated to Working Group members. The Working Group will be convened to review the report and prepare recommendations. Upon completion of this review the final report will be submitted to the members of the EIC for their consideration.

4. Comments on this proposed work program should be directed to me (code 143, extension )

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Chairman  
Requirements Working Group

Attachments: as stated

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Attachment A

Tentative Outline

Report of the EIC Requirements Working Group on  
Economic Intelligence Requirements

I. Introduction

Define purpose and scope of Economic Intelligence and objectives of this report.

II. Intelligence Requirements System and Procedures

A. Formal Requirements and Guidance Documents

Detailed review of each of the existing requirements/ guidance documents -- DCID 1/2, IPC, CERP, CIRL, and IRG. For each document the following points will be covered:

1. Purpose
2. Contents and organization
3. Procedures for preparation and coordination
4. Use of requirements and guidance in the field
5. Reporting schedule
6. Dissemination of information collected in response to requirements.

B. Ad hoc and Informal Requirements and Guidance

Will cover in as much detail as possible the points listed under A., above.

Attachment A

III. Overview of Requirements System and Procedures

Based on the details of individual requirements contained in II. A., and B., above, an analysis of the existing system and procedures will be made which will include the following:

1. Evidence of conflict or duplication
2. Access to intelligence requirements and guidance systems
3. Coordination
4. Field use of requirements
5. Dissemination of information

IV. Information Needs

Identify the consumers of Economic Intelligence -- in broad functional categories such as policy, operational, and analytical -- and, in general terms, specify their needs for Economic Intelligence in raw or finished form.

V. Responsiveness of Requirements to Consumer Needs

Will attempt to draw some conclusion as to how well the existing requirements system matches the information needs of consumers.

VI. Recommendations for Further Action

To be jointly drafted by members of the Working Group after reviewing initial findings.

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Attachment B

Work Schedule

25 February	Responses to Questionnaire due to the Chairman, Requirements Working Group
3 March	Distribution of draft report to members of the Working Group
10 March	Meeting of the Working Group to review draft report
15 March	Submission of Working Group report to the EIC

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Attachment C

Questions

- |    |  |   |
|----|--|---|
| 1. | Review existing requirements/<br>guidance documents as specified<br>in section II., A. of report outline   | State (CERP)<br>CIA/IRS (DCID 1/2, IPC,<br>CIRL, IRG)                       |
| 2. | Describe <u>ad hoc</u> and informal<br>requirements system as specified<br>in section II., B. of report out-<br>line and how the information<br>received is disseminated | CIA/IRS<br>State<br>Commerce<br>Treasury<br>Interior<br>Agriculture         |
| 3. | Identification of major informa-<br>tion needs   | CIA/OER<br>CIEP<br>State<br>Commerce<br>Treasury<br>Interior<br>Agriculture |

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